

Cannock Chase Council

Minutes of the Meeting of the

Cabinet

Held on Thursday 4 March 2021 at 4:00 p.m.

Via Remote Access

Part 1

PRESENT: Councillors:

Adamson, G.	Leader of the Council
Alcott, G.	Deputy Leader of the Council and Town Centre Regeneration Portfolio Leader
Pearson, A.R.	Community Safety and Partnerships Portfolio Leader
Preece, J.P.T.L.	Corporate Improvement Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Johnson, T.B.	Economic Development and Planning Portfolio Leader
Newbury, J.A.A.	Environment and Climate Change Portfolio Leader
Martin, Mrs. C.E.	Health and Wellbeing Portfolio Leader
Kraujalis, J.T.	Housing Portfolio Leader

85. Apologies

None received.

86. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

No other Declarations of Interest were made in addition to those already confirmed by Members in the Register of Members' Interests.

87. Updates from Portfolio Leaders

Economic Development and Planning

The Portfolio Leader updated on the following matters:

- **Chancellor's Budget Announcements**

Further support would be available to non-essential retail businesses with re-start grants of up to £6,000 per premises and up to £18,000 per premises for hospitality, leisure, personal care, and gym businesses. It was also pleasing to note that further discretionary business grant funding would be allocated to all local authorities in England, and details of this Council's allocation was awaited.

Furthermore, the prospectus for the £4.8 billion 'Levelling Up Fund' was published yesterday, and it provided guidance to local areas on the process for

submitting bids and the types of projects eligible for funding. Officers would be studying the detail and identifying the potential for the Council to develop a bid.

- **Business Grant Funding**

Applications for Business Grants continued to be processed, and funds paid out to eligible businesses. In terms of the Additional Restrictions Grant Discretionary Fund the Council had now paid out over £1 million of its allocation, and of the Local Restrictions Grant over £6 million of funding had been paid out to over 3,000 businesses that were mandated to close as a result of the lockdown restrictions. Officers were working hard to get the funding to the businesses that needed it most.

- **McArthurGlen Designer Outlet**

There was positive news in terms of the Council's efforts to ensure that local people could access available jobs at the Outlet. 28 brands had so far advertised their vacancies, with over 6,000 applications having been processed via an online jobs' portal. 110 brand staff were now working in the Outlet preparing for its launch. 80% of staff lived within a 15-mile radius of the Outlet. Virtual recruitment fairs had been held in conjunction with the Department for Work & Pensions, Job Centre and the Council, with high levels of engagement. A further virtual event was scheduled for Thursday 18 March.

Environment and Climate Change

The Portfolio Leader updated on the following:

- **Fly-tipping Campaign**

A new social media campaign was planned to run for an eight-week period to raise aware locally of the damage caused by fly-tipping, both environmentally and for the impact it had on vulnerable people. It was hoped this campaign, along with CCTV checking and monitoring of hot spot areas would encourage people to report any incidents. As previously reported, £250 rewards were being offered to anyone who provided evidence that in turn led to a successful prosecution.

Health and Wellbeing

The Portfolio Leader updated on the following matters:

- **Covid-19 Case Rates**

For the seven-day period up to 27 February there were 583 open incidents in Staffordshire (excluding Stoke-on-Trent), of which, 192 were in adult social care; 218 in education; early years and children's social care; 12 in community healthcare and community settings; 153 high risk settings (including workplaces) and 8 in prisons. Of those incidents, 4 were high risk, 67 medium risk, 488 low risk, and 24 awaiting assessment.

In respect of case rates for the seven-day period up to 27 February, East Staffordshire had 155.3 per 100,000 population, Tamworth 139.5, Cannock Chase 107.2, South Staffordshire 99.6, Lichfield 96.4, Stafford 88.1, Newcastle-under-Lyme 83.4, and Staffordshire Moorlands 74.2

The Staffordshire average was now 104 cases per 100,000 population, with the West Midlands and England averages being 112.4 and 85.8, respectively. As such, Cannock Chase was now just above the Staffordshire average and

below the West Midlands average, but still well above the England average.

In respect of Cannock Chase there were 63 open incidents, none of which were high risk, 6 were medium risk, 53 low risk and 4 with no current level. Additionally, there were currently no premises of concern.

In summary, overall rates were still declining, although Tamworth had seen a recent spike, which was thought to be partly due to issues in larger workplaces. This was emerging as a common theme so there would be increased focus locally.

Education settings were preparing for pupils to return to schools from Monday 8 March and a likely rise in cases in the weeks following. Lots of work was being done by headteachers on risk assessments, implementing lateral flow tests, etc. There were concerns over the behaviour of high school pupils out of school, in shops, parks etc. once schools returned, with discussions taking place at a regional level on this.

Compliance remained high overall, but the Covid Support Team had contacted 43 restricted close-contact businesses (e.g. hairdressers and beauticians) and found 11 were prepared to offer appointments. These businesses had been dealt with informally through advice and had agreed to stop trading.

There was still some concern regarding supermarkets and lack of compliance by some customers. This was a challenging area as only the Police could enforce the wearing of face coverings, and most other measures, such as social distancing, provision of sanitiser etc, were guidance rather than legal requirements.

- **Licensing Team**

Consultation on the revised Taxi and Private Hire Policy had ended, with a revised Policy and report for Council being prepared.

Payments of Licensing Act fees were being chased up in around 50 cases not paid during lockdown, with a sympathetic approach being adopted for those businesses affected.

- **Food & Safety Team**

Work continued on the management of Covid outbreaks and supporting the Covid Support Team in their work with businesses.

Officers could now carry out essential on-site visits, where for example a business required a rating to access online delivery platforms but were encouraged to carry out remote assessments prior to arriving on site.

Guidance and a publicity campaign were being prepared for businesses as they reopened, focusing on health & safety issues, management of legionella etc. where businesses had been closed for long periods.

- **Cannock Chase Can**

Following finalisation of contracts, the app was now in development, with an intended launch date at end of June 2021. Meetings with partners were taking place and key Cabinet members would receive an update presentation on 26 March.

Town Centre Regeneration

The Portfolio Leader updated on the following matters in respect of the various markets operating in the District following the recent advice from the Government that non-essential retail could recommence with effect from Monday 12 April 2021:

- **Cannock Street Market**

Bescot Promotions intended to recommence operation of the street market with effect from Tuesday 13 April. The market would run every Tuesday and Friday thereafter.

- **Rugeley Outdoor Market**

A reduced market had been running during the lockdown for essential retail only (fruit and veg stall). Non-essential retailers would recommence trading on the market with effect from Tuesday 13 April.

- **Rugeley Indoor Market Hall**

The market hall remained open during the lockdown for essential retail only (butcher and takeaway café). Non-essential retailers would recommence trading in the market hall with effect from Tuesday 13 April.

- **Prince of Wales Market Hall**

The market hall remained closed through January but reopened at the beginning of February for essential retail only (wholesale plant sales). The sale of non-essential items (cut flowers) could recommence with effect from Monday 12 April within Cannock town centre (Littleton Square).

The above proposed timetables were dependent upon Government restrictions remaining as currently advised. Should Government advice change then the above could also change.

88. Minutes

Resolved:

That the Minutes of the meetings held on 14 and 28 January and 17 February 2021 were approved as a correct record.

89. Forward Plan

The Forward Plan of Decisions for the period March to May 2021 (Item 5.1 – 5.2 of the Official Minutes of the Council) was considered:

Resolved

That the Forward Plan of Decisions for the period March to May 2021 be noted.

90. Quarter 3 Performance Report 2020-21: Priority Delivery Plans

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 6.1 – 6.26 of the Official Minutes of the Council).

Resolved:

That:

- (A) The performance information relating to the Priority Delivery Plans, as set out in report Appendices 1 to 4, be noted.

- (B) The actions flagged with a yellow circle or amber triangle at quarter 3 that require amendment to the timescale or scope, but still being delivered in the year, be noted.

Reasons for Decisions

The performance information allowed Cabinet to monitor progress in the delivery of the Council's Corporate Plan and to agree any corrective actions that were necessary.

91. Recovery Action Plans – Progress Report

Consideration was given to the Report of the Head of Governance and Corporate Services (Item 7.1 – 7.43 of the Official Minutes of the Council).

Resolved:

That the current position on the Recovery Actions Plans and dashboard of performance measures, as set out in the Appendices to the report, be noted.

Reasons for Decision

Delivery of the Recovery Action Plans was essential for maintaining the delivery of critical services, restoring services and supporting the District with recovery from the impacts of lockdown and the Covid-19 pandemic.

92. Local Development Scheme 2021-24

Consideration was given to the Report of the Head of Economic Prosperity (Item 8.1 – 8.17 of the Official Minutes of the Council).

Resolved:

That Council, at its meeting to be held on 21 April 2021, be recommended to approve the revised Local Development Scheme 2021-24, as set out Appendix 1 of the report, in order that it can be brought into effect on 21 April 2021.

Reasons for Decisions

The previous Local Development Scheme (LDS) was adopted on 6 November 2019 and approved the start of a Local Plan review upon cessation of work to progress Part 2 of the Local Plan. The revised National Planning Policy Framework (NPPF) and the Greater Birmingham & Black Country Housing Market Area (GBBCHMA) housing shortfall necessitated a review of key housing policies that were contained in Part 1 of the Cannock Chase District Local Plan. Other councils within the Housing Market Area were similarly undertaking reviews to seek to contribute towards meeting the shortfall.

A number of factors had delayed the progress of the Local Plan review as outlined in the LDS. The Planning Policy team had been restructured following the retirement of the part-time Senior and Principal Officers in 2019. The remaining Principal Officer left the Council in January 2020 and was not replaced until May 2020.

The Covid-19 pandemic delayed procurement of contractors to progress the evidence base, and the national lockdowns necessitated an immediate switch to homeworking that further impacted on internal capacity and contractors working within the Council. The Ministry of Housing, Communities and Local Government

(MHCLG) published two consultation in summer 2020 that proposed major reforms to the current planning system that required consultation and a detailed response.

The recent 'Planning for the Future' White Paper outlined the Government's ambition for a new streamlined plan-making system and a requirement for up to date Local Plans to be in place by December 2023. The Government had clarified that the current standard methodology for determining local housing requirements would be retained, which would allow progress of the Local Plan. This had been reinforced with a letter from the Housing Minister dated 19 January 2021.

93. Local Plan Preferred Option

Consideration was given to the Report of the Head of Economic Prosperity (Item 9.1 – 9.229 of the Official Minutes of the Council).

Resolved:

That:

- (A) The Cannock Chase Local Plan Preferred Option consultation document, as included at Appendix 1 of the report, be approved, and published pursuant to regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), for a six-week consultation period, the strategy for which would be carried out in line with the Council's adopted Statement of Community Involvement Addendum December 2020.
- (B) The Head of Economic Prosperity, in consultation with the Economic Development & Planning Portfolio Leader, be authorised to make any non-substantive changes considered necessary to the document prior to it being published and agree the arrangements for the consultation.
- (C) Finalisation of the accompanying documentation for the Preferred Option and an updated evidence base to include the following, be delegated to the Head of Economic Prosperity in consultation with the Economic Development & Planning Portfolio Leader:
 - Economic Development Needs Assessment Covid-19 Update December 2020,
 - Cannock Chase Heritage Impact Assessment September 2020,
 - Baseline Report Climate Change Adaptation and Mitigation March 2020,
 - Final Report Climate Change and Mitigation November 2020,
 - Cannock Chase Stage 2 Green Belt Review 2021 and Cannock Chase Retail and Town Centre Uses Study January 2021, and
 - Integrated Impact Assessment and Development Capacity Study 2021.
- (D) Finalisation of the dates for the six-week consultation period be delegated to the Head of Economic Prosperity in consultation with the Economic Development & Planning Portfolio Leader.
- (E) The removal of land at Lime Lane/Watling Street, Norton Canes, as a proposed employment land allocation within the Preferred Option, and an adjustment to the Spatial Strategy to reflect the amendment, be approved.

Reasons for Decisions

The current Local Plan (Part 1) was adopted in 2014. Work ceased on Local Plan (Part 2) following a Council resolution of 21 February 2018 to enable a full review of the Local Plan to proceed that would incorporate both Part 1 and Part 2 in a new Local Plan.

The Greater Birmingham & Black Country Housing Market Area housing shortfall had emerged during this period, requiring consideration across the entire Housing Market Area. In order to start to address the shortfall, Local Plans needed to align to a longer timeframe and test development scenarios that could potentially meet the shortfall over the plan period.

The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) introduced a statutory requirement, under regulation 10A, that from 6 April 2018, Local Planning Authorities (LPAs) must review their Local Plan within five years of the date of adoption. The Local Plan Review commenced in 2018.

The recent 'Planning for the Future' White Paper signalled the Government's ambition for a new streamlined plan-making system and a requirement for up to date Local Plans to be in place by December 2023. This had been reinforced with a letter from the Housing Minister dated 19 January 2021.

The Local Development Scheme 2021 (see the previous minute item) set out a timetable to adopt a new Local Plan within the Government's timeline based on the current National Planning Policy Framework.

94. Additional Restrictions Grant (ARG) – Skills and Training Initiatives

Consideration was given to the Report of the Head of Economic Prosperity (Item 10.1 – 10.6 of the Official Minutes of the Council).

Resolved:

That:

- (A) The current Additional Restrictions Grant Policy be revised to allocate an element of the Additional Restrictions Grant funding, i.e. £302,000, toward skills and training related initiatives.
- (B) Authority be delegated to the Head of Economic Prosperity, in consultation with the Economic Development & Planning Portfolio Leader, to enter into any necessary formal arrangements with Staffordshire County Council to secure delivery across the District.

Reasons for Decisions

To detail how Additional Restrictions Grant monies could be spent on the Council's priorities around skills and training.

95. Permission to Spend \$106 Monies – Hednesford CCTV and Cycle Stands

Consideration was given to the Report of the Head of Economic Prosperity (Item 11.1 – 11.5 of the Official Minutes of the Council).

Resolved:

That the use of £22,877 of S106 funding (linked to historic planning agreements Q241 & Q235 for Tesco and Aldi) for cycle storage and CCTV facilities in Market Street, Hednesford be approved

Reasons for Decision

Cannock Chase District Council and Hednesford Town Council had an ongoing commitment to improve and promote cycling and safety in the District. It was recommended that the project proceed to implementation with two cycle stores on Market Street, Hednesford, subject to the necessary statutory procedures.

Installing the new cycle stores would provide genuine alternatives to the private car for shoppers and visitors.

Hednesford Town Council wished to promote sustainable forms of transport and reduce reliance on the private car. This proposal had the advantage of improving the environment through reduction in carbon emissions and social health and fitness benefits. No group had been identified as being disproportionately adversely affected as a result of these proposals, and cyclists would benefit.

Informal consultation had been undertaken with town centre businesses, and they were in full support of the proposed scheme as it would make Market Street a more attractive place to visit and businesses could capitalise on the passing cyclists.

96. Exclusion of the Public**Resolved:**

That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in Paragraph 3, Part 1, Schedule 12A of the Local Government Act 1972 (as amended).

Cannock Chase Council
Minutes of the Meeting of the
Cabinet

Held on Thursday 4 March 2021 at 4:00 p.m.

Via Remote Access

Part 2

97. Dissolution of a Property Partnership

Consideration was given to the Not for Publication Report of the Head of Economic Prosperity (Item 13.1 – 13.10).

Resolved:

That:

- (A) The dissolution of the limited liability partnership (LLP) between the Council and Public Sector Plc Facilitating Limited (PSP) be agreed.
- (B) Authority be delegated to the Head of Economic Prosperity to agree the final terms of the dissolution, in consultation with the Town Centre Regeneration and Economic Development & Planning Portfolio Leader.

Reasons for Decisions

To agree to the dissolution of the limited liability partnership (LLP) between the Council and Public Sector Plc Facilitating Limited (PSP).

98. Next Steps Accommodation Programme Funding

Consideration was given to the Not for Publication Report of the Head of Housing and Partnerships (Item 14.1 – 14.5).

RESOLVED:

That:

- (A) The successful submission for Next Steps Accommodation Programme capital funding of £115,000 to enable purchase of two one-bedroom flats for the Homelessness and Rough Sleeping Pathway project be noted.
- (B) Permission to spend £115,000 of affordable housing monies to match fund the Next Steps Accommodation Programme capital funding be approved.
- (C) The Head of Housing & Partnerships be authorised to agree terms and conditions to let the additional Council flats to the Homelessness and Rough Sleeping Pathway Project Pathway Provider.
- (D) It be noted that, with the agreement of the Group Leaders and the Chairman of the Promoting Prosperity Scrutiny Committee, call-in would not apply to decisions (A) to (C), above, as any delay caused in implementing the decisions would seriously prejudice the Council's and the public's interests.

Reasons for Decisions

Cabinet was required to approve the use of Council-owned properties and the budget.

The meeting closed at 5:35 p.m.

LEADER